

**South Dakota Health Professionals Assistance Program
Program Service Committee
Unapproved Draft Minutes
Tuesday January 31, 2017 2:00 PM (CST)/1:00 PM (MST)**

1. **Pierre - Public DDN site:** CAP A, 500 E. Capitol Ave., Room B12, Pierre, SD 57501
2. **Board Conference Room:** 101 N. Main Ave., Suite 215, Sioux Falls, SD 57104

Unapproved Draft Minutes¹

Tuesday, January 31, 2017 2:00 – 4:00 PM (CST)

Program Service Committee Members:

Present: Gloria Damgaard, RN, MS; Margaret Hansen, PA-C, MPAS; Brittany Novotny, JD, MBA

Absent: Kari Shanard-Koenders, R. Ph.

Medical and Osteopathic Examiners Staff:

Present: Tyler Klatt; Misty Rallis

Board of Nursing Staff:

Present: Francie Miller

Counsel:

Present: Assistant AG Steven Blair (Medical and Osteopathic Examiners), Assistant AG William Golden (Medical and Osteopathic Examiners)

Program Personnel:

Amanda McKnelly (Midwest Health Management Services, LLC.), Maria Eining (Midwest Health Management Services, LLC.)

The meeting was called to order at 2:00 PM and a quorum was established.

The proposed agenda was approved by roll call vote (Hansen/Novotny/Unanimous)

A motion to approve the minutes of the previous meeting was approved by roll call vote (Hansen/Novotny/Unanimous).

A motion to request the development of additional rules to address the confidentiality of HPAP information was adopted by roll call vote (Hansen/Novotny/Unanimous).

Executive session pursuant to SDCL 1-25-2 (1), (3), and (4) to consult with legal counsel

(Hansen/Novotny/Unanimous) was entered at 2:15 pm and the public meeting resumed at 3:15 pm.

Gloria Damgaard called the meeting adjourned at approximately 3:25 pm.

¹ 1-27-1.17. Draft minutes of public meeting to be available--Exceptions--Violation as misdemeanor. The unapproved, draft minutes of any public meeting held pursuant to § 1-25-1 that are required to be kept by law shall be available for inspection by any person within ten business days after the meeting. However, this section does not apply if an audio or video recording of the meeting is available to the public on the governing body's website within five business days after the meeting. A violation of this section is a Class 2 misdemeanor. However, the provisions of this section do not apply to draft minutes of contested case proceedings held in accordance with the provisions of chapter 1-26.